

Willapa Harbor Hospital
Minutes of the Governing Board
September 26, 2017

Board members Present: Dave Vetter, Tim Russ, Gary Schwiesow and Jeffrey Nevitt

Others present: Carole Halsan, CEO, Phil Hjembo, CFO, Terry Stone, CCO, Bobbi Hallberg, CNO and Marlynn Jenkins, minutes secretary.

I. Call to Order:

The meeting was called to order at 6:15 pm

The Pledge of Allegiance was recited.

The August minutes were approved as presented

Agenda was approved with no additions or Executive Session

Audience: none

II. Consent Agenda

Gary Schwiesow made a motion to approve the consent agenda it was 2nd by Jeff Nevitt. Motion Carried.

Vouchers/Warrants:	(August)	\$732,155.46
Payroll/Payable:	(August)	\$566,460.77
Write-offs: Bad Debt	(August)	\$48,164.51

III. Reports and Presentations:

Administration – Carole Halsan, CEO

Board Retreat: Jim Kastama has available November 3rd, 11th, 18th and December 15th available for a Board Retreat. Jeff suggested that we have the training here at the hospital in the conference rooms. After some discussion, all agreed. Dave Vetter asked if possible, could it be held after the first of the year. Carole will check with Jim on what dates would work for the beginning of 2018. It was suggested to get Ben Lindekugel and Char to participate in the retreat.

WHRAP Group: The last WHRAP meeting was held in Ellensburg on September 13th. Each hospital based on the SHB 1520 should get approximately \$120,000 to implement Care Coordination and/or Behavioral Health Services.

Department of Commerce: Carole discussed the recent inspection for Alder House by the Department of Commerce. They come about every two years. The manager of Alder House is responding to the survey concerns.

Phil, Krisy and I continue meeting with the managers regarding reduction in hours for various departments.

CAH Annual Hospital Evaluation was submitted to the Board of Commissioners for review.

Tim Russ explained the Strategic Plan (2014-15 Balance Scorecard) created by Jim Kastama at the last board retreat.

Patient Quality of Care – Bobbi Hallberg

The Evident Clinic Software went live and the Clinics are in training. The Skills Fair has been canceled and we will work training into our staff meetings. Willapa Harbor Hospital is not part of the Coverdell Stroke grant next year. There are only two large hospital covered by the grant for 2018. We will participate in the communication meetings to keep working on our processes.

We are looking at what the minimum staffing should be when there are no med/surg patients and putting them on call while census is low.

Gary Schwiesow asked if we still have the Infusion Clinic and is there a way to inform the community. Bobbi replied yes. It was included in a 2016 Highlights distributed in the papers.

Financial – Phil Hjembo, CFO, August 2017 Financial Statements

We just heard that the State Auditor's Office – PHD Charity Care is gifting of public funds but IRS says we have to do it. We will see what the State Auditor's Office says next.

Statistic: Inpatients Days were down by 40 for the month. Medicare pays \$6,250 per patient day. We are down \$200,000 for the year. We are down 143 from last year which is \$893,750 less than last year. Medicare should owe us money due to these numbers. CT and Ultrasounds were up but the rest of Radiology was down. Lab, ER and the clinics were down. At the All Staff meeting the room was full, more than ever before and they asked lots of questions.

Income Statement: Revenue was \$100,000 below budget and Year to Date at \$295,000 below budget. Net patient revenue was at \$1.3M and \$275,000 below budget. We are \$690,000 below on Year to Date due to volumes being down. Salaries were \$100,000 below budget with PTO and EIB paid to the pool. Purchase services were up due to agency people in Lab, RT and an RN. Expenses were below budget and Depreciation was down. Tax revenue was up at \$135,000 but was (\$60,000) below budget on a Year to Date basis. We were at \$12,844 in net income for the month but at a loss of (\$382,000) for Year to Date. Cash on hand is \$1.1M plus \$130,000. The 340B program (pharmacy for low income) will go live October 1st for the hospital and January 1st for the Rural Health Clinic. The income from the RHC should be \$25,000 per month.

Terry Stone, CCO – Compliance Update

The compliance report was handed out to the Board Members and covered HIPAA Breaches, Consolidation of physician practices, Health Insurance company financial information and Data Points.

IV. Willapa Harbor Health Foundation – Carole Halsan – BCA Heart Health event is October 7th.

V. OLD BUSINESS - None

VI. New Business - None

VII. Adjournment: Being no further business the meeting was adjourned at 7:26 pm

VIII. Submitted:



Dave Vetter, Secretary to the Board